

**King and Queen County
Industrial Development Authority/
Economic Development Authority
Minutes
March 4, 2021**

A regular meeting of the King and Queen County Industrial Development Authority/Economic Development Authority was held March 4, 2021 at 8:30 a.m. in the General District Court Hearing Room in the Courts and Administration Building.

Members Present: George Longest, Robert Fraser, Jesse Holmes, Plunard Robinson

CALL TO ORDER

Chairman Longest opened the meeting at 8:30.

ELECTION OF OFFICERS

A motion was made by Mr. Fraser and seconded by Ms. Robinson to keep the same slate of officers as 2020. Motion was approved unanimously.

SETTING OF MEETING DATES FOR 2020

A motion was made by Mr. Fraser and seconded by Ms. Robinson to set the first Thursday of each month at 8:30 a.m. as the date and time for meetings for 2021. Motion was approved unanimously.

APPROVAL OF MINUTES

Approval of the minutes for the December 2020 meeting were tabled since there were not enough people present that were in attendance to vote for them.

FINANCIAL REPORT

Ms. Ammons advised that she did not have the financial report completed because she has not received the February bank statements yet.

OLD BUSINESS

- A. **Telework Center Progress** – This project is still moving along well. Staff has a meeting with VDOT next week to finalize requirements before creating bid packets. If all is ready after that it should go out for bid soon. The PDC will still be the anchor tenant and manage the day to day operations of the center. The Workforce Investment Board will also be a tenant providing significant visibility in the community. The telehealth component is moving forward with one of the local hospitals negotiating for location in the facility.
Mr. Swartzwelder advised that due to the complexity of the project, it may at some point necessitate transfer of the property and project to the County. It was the consensus that the County may be better able to manage the project and as long as it does not create a disadvantage at some point, it may be the best direction to take. No action was taken at this time.

Mr. Swartzwelder advised that as part of the Fiber project, Riverstreet needs a place in the Shackelfords area to place a small building for communications equipment. The farmers market property which will soon house the telework center is an ideal location. A motion was made by Mr. Fraser and seconded by Ms. Robinson to authorize the County Administrator to execute the lease document with Riverstreet for the location of the communications equipment building. Motion was approved unanimously.

A motion was made by Ms. Robinson and seconded by Mr. Bennett to ratify action by the Chairman to sign county permit applications for the fiber project building. Motion was approved unanimously.

It was further motioned by Mr. Fraser and seconded by Ms. Robinson to authorize to the County Administrator to move forward with all aspects of the telework center project in order to keep it moving and provide periodic updates to the authority. Motion was approved unanimously.

- B. Apex Pallets** – The business owner is looking into the possibility of purchasing another property that may better suit his needs. No action is necessary until he determines whether or not he is still interested in the EDA owned property.
- C. Fulcrum Expansion** – They are still working on getting all necessary permit approvals.

NEW BUSINESS

- A. VA Agriculture Development Officers Meeting** – Mr. Miller advised that this meeting is coming up soon and he plans to attend
- B. Brownfield Site Remediation Grant**– It was noted that there are no sites that qualify that are held by the County.
- C. Rappahannock Electric Cooperative** – Mr. Miller advised that they have a new Economic Development Officer. He has reached out offering free marketing materials.

Mr. Bennett had to leave the meeting at this point leaving the meeting without a quorum. Everything in the minutes after this is for informational purposes only.

OTHER BUSINESS

Mr. Miller provided an update on the following economic development related items:

- Advised that the state has a new person assigned for small business development.
- Advised that a new COF progress report from Premier Tech will be due soon and he is working with them to get the necessary information.

Mr. Swartzwelder provided an update on the following items:

- Fulcrum Concepts was granted an extension on their COF funding requirements and was able to have the clawback reduced significantly.
- Fiber to the Home Project is slowly moving forward, the inclement winter weather created significant delays.
- Advised that the Board of Supervisors is in the middle of the annual budget process. They are considering the amount ambitious capital budget ever undertaken by the County including two rescue stations, the tele-center, completion of the fiber project and replacing King and Queen Elementary School.

- Advised that he will convey the authority's concerns with being able to have a quorum at their meetings to the Board of Supervisors.

Chairman Longest advised that he received a very nice note from Stan Wood with Fulcrum Concepts thanking the EDA for the CARES B2B funding they received. He also noted that his mother had recently had a heart related medical emergency and he wanted to pass along thanks to the County EMS staff.

The meeting was adjourned at 9:15 a.m.

Jesse Holmes, Secretary